

# **EPA PRIORITY PROJECT - FOIA PROCESS**

## **MEETING AGENDA**

August 22, 2017

William Jefferson Clinton Bldg North, Conference Room 5020

Facilitator: Mike Appleby

**Overall Purpose:** Review data, continue working on problem statement.

### **AGENDA**

- I. 12:00 – 12:10 – A3 format overview**
- II. 12:10 – 12:20 – Data review**
  - a. Request & response data
  - b. Litigation & appeal data
- III. 12:20 - 12:50 – Problem discussion:**
  - a. Who are the primary customers of this process?
  - b. How do your customers measure effectiveness?
- IV. 12:50 - 1:00 – Wrap-up:** Due outs & homework

### **NOTES**